

RALEIGH-DURHAM AIRPORT AUTHORITY

MINUTES

December 19, 2002

Chairman Gibbs presided. Present: members Clancy; Lane; Parker; Sparrow; Teer; Toler and Winston. Also present: Airport Director Brantley; Deputy Director, Operations Shackelford; Deputy Director, Facilities Engineering & Maintenance Pittman; Deputy Director, Finance, Business & Administration Gill; Major Capital Improvements Program Director Powell; Customer Service & Organizational Support Director Damiano; Parking Director Scialdone; Finance Director Barritt; Senior Program Manager Edmondson; Senior Program Manager Quesenberry; Program Manager Cayton; Facilities Engineering Manager Jewett; Maintenance Manager Fulp; Customer Relations Supervisor Kawiecki; Properties & Insurance Officer Quinn; Emergency Services Manager Thompson; Law Enforcement Manager Waters; Assistant Law Enforcement Manager Tippet; Information Technology Manager Schiller; Communications Manager Hamlin; Ground Transportation Manager Odom; Ground Transportation Coordinator Nye; Environmental Officer Fischer; Financial/Budget Analyst Golden; Network Administrator King; Accounting Technician Sams; Communications Specialist Dunton; Business Development Officer Hairston; Noise Officer Tovar; Internal Auditor Jordan; Environmental/Noise Technician Rebar; Training Supervisor Bell; Training Officer Harleston; Website Administrator Hogan; Executive Assistant Mitchell and Attorney Tatum.

Guests: Charles McCloskey and Jerry Corthell, Parsons Transportation Group; Thad Woodard; Ben Taylor; Steve Zaytoun; Michael Weeks; Vicki Hyman, The News & Observer; Tom Lawrence, WRAL-TV5.

Chairman Gibbs welcomed Steve Zaytoun and Michael Weeks, new members of the Authority effective January 1, 2003 who were recently appointed by Wake County to replace Ray Sparrow and David Lane.

APPROVAL OF AGENDA – There were no changes to the agenda, and it was approved as submitted.

APPROVAL OF MINUTES – There were no changes to the minutes of the November 21 and December 12, 2002 meetings, and they were approved as submitted.

CHAIRMAN'S COMMENTS – Chairman Gibbs wished everyone a happy holiday season. He said he had enjoyed working with the two members who will not be returning to the Authority. He looked forward to the inception of the new taxicab stand manager program on January 1st. He had seen the new taxicabs and thought they were very nice.

RESOLUTION – Deputy Director, Facilities Engineering & Maintenance Pittman requested adoption of a resolution authorizing staff to submit a Project Application to the Federal Aviation Administration to obtain an Airport Improvement Program grant for reimbursement of costs associated with Phase 3 of the North Ramp General Aviation Area Redevelopment project. The resolution will authorize an application to be submitted requesting a grant offer in an amount not to exceed \$15,450,000.

Member Lane made a motion, seconded by Member Teer, to authorize staff to submit an AIP grant application to the FAA in an amount not to exceed \$15,450,000 for the North Ramp General Aviation Area Redevelopment, Phase 3, RDU #080333. Adopted.

PNOMS REPORT – Deputy Director, Facilities Engineering & Maintenance Pittman reported on the preliminary evaluation of the proposals recently received for providing and installing a Permanent Noise and Operations Monitoring System (PNOMS). The Request for Proposals for procurement and implementation of the equipment was issued on November 4, 2002. Construction of the monitoring (microphone) sites will be procured under a separate contract, with design and oversight to be provided by the firm supplying the equipment. Five responses to the RFP were received on November 26, 2002. All proposals were compliant with the requirements of the RFP. Staff is in the process of reviewing the proposals and will make a recommendation on selection to the Authority at the January meeting.

The Authority received the report, and no further action was required.

TRIANGLE ICON 2003 REPORT – Customer Service & Organizational Support Director Damiano reported on the status of funds to be provided by the Cities of Durham and Raleigh, the Counties of Wake and Durham, and the Authority in connection with funding of the proposed Triangle Icon project. At last month's meeting, Ben Taylor reported that \$400,000 in funding for the project had been secured by Thad Woodard and him, to be provided by a contribution of \$100,000 from each of the Authority's four owning jurisdictions. The proposed Interlocal Agreements with the jurisdictions state that each owning jurisdiction will appropriate and furnish the sum of \$100,000 for the project to be used for design, fabrication and installation of the First Flight monument, including compensating the selected artist. One-half of that amount is to be paid to the Authority no later than July 30, 2003, and the other one-half is to be paid no later than July 30, 2004. The Authority will fund the costs of preparing and equipping the site for the First Flight Monument, including grading, landscaping, lighting, sidewalks and other necessary infrastructure, from its own resources, the expense of which is expected to be not less than \$100,000. The Interlocal Agreements also provide that the Authority will select, commission and contract with the artist of its choice to design, fabricate and install the First Flight Monument. A committee of the Authority will select and approve the design of the monument, and the Authority will maintain complete control over and exercise direction of the project. Wellington Reiter of Urban Instruments in Newtonville, Massachusetts, has been selected to design, fabricate and install the monument. The monument has three primary components -- a tall vertical element that will allow the project to be seen from many vantage points; a pair of wing-like supports to represent the idea of flight and the Wright Brothers; and an ellipse whose long axis is equal to the length of the Wright Brothers first flight, approximately 120 feet. The materials for all of the elements will be durable and appropriate to the forms. Stainless steel and/or aluminum will play a large role in the final work. The project is currently in development and engineering; thus, the forms and materials are still provisional. The total project budget proposed is \$500,000. The artist's contract fees are \$30,000 for Phase I and \$320,000 for Phase II. Administration, site work, dedication and landscaping are budgeted at \$150,000. It is necessary to establish a capital project with a budget of \$500,000. Staff recommended approving the agreement with Wellington Reiter with the understanding that Mr. Reiter will only be authorized at this time to undertake the design phase of the work; approving the Interlocal Agreements between the Authority and its four owning jurisdictions subject to the concurrence of their managers and attorneys, the Airport Director and Attorney Tatum; and establishing a capital project with a budget of \$500,000.

Member Teer made a motion, seconded by Member Lane, to authorize a capital project for the Triangle Icon 2003 with a budget of \$500,000; to approve the Interlocal Agreements between the Authority and its

owning jurisdictions subject to the concurrence of all managers and attorneys; and to approve the proposed artist's agreement with Wellington Reiter. Adopted.

AIRPORTS VISITS REPORT – Member Toler reported that he and members Clancy, Teer and Winston, together with four staff members and consultants from Parsons Aviation, visited terminal buildings at several airports December 3-5. Visits were made to Terminals 1 and 4 at John F. Kennedy International Airport in New York, Terminal C at Newark Airport in New Jersey, and the Jeppeson Terminal at Denver International Airport in Colorado. Member Toler said the tour was very helpful and time well spent. Member Clancy observed how prevalent the European-styled ticketing pods were in the terminals, and that it will be a different concept at RDU, but one he thinks will work well. Member Winston said the staff did a tremendous job organizing the tour. He found the tour very informative. Member Teer said he now has a better idea of form and function, and that building the new terminal at RDU will be a challenge. He said it was a good trip and well worth his time.

MEMBER COMMENTS/REPORTS – Member Teer wished everyone a happy holiday season. He has enjoyed serving on the Authority this year. Member Sparrow thanked the staff for all the help he had received in the past eight years. It is the most professional staff he has ever worked with. He is pleased to see progress in the arts program and the improvements in the taxicab operations. He has enjoyed serving on the board and thanked everyone for allowing him the opportunity to serve. He wished everyone a Merry Christmas and a healthy New Year. Member Toler thanked members Sparrow, Lane and Parker for their service to the Authority. Member Toler thanked Parking Director Scialdone for her assistance with a vehicle problem he experienced recently. She went above and beyond the call of customer service. Member Toler presented the Authority with a framed picture of the "First in Flight" icon depicted on the front page of the Durham/RTP Verizon SuperPages. Member Clancy said it had been a pleasure working with departing members Sparrow, Lane and Parker, and he thanked them for their guidance and wisdom. Member Winston wished member Sparrow good luck. He welcomed Mr. Zaytoun and Mr. Weeks. Member Lane was thankful for the opportunity to serve and for the members' mentoring and encouragement. He thanked Noise Officer Tovar for his work with ANAC. Member Parker thanked everyone for the opportunity to serve. He encouraged the board to continue monitoring employees salaries and the benefits package.

GENERAL COUNSEL'S REPORT – Attorney Tatum said it was a pleasure to work with the Authority staff. The year 2003 will be very busy and exciting with many projects. He was thankful for the opportunity to serve the Authority. He wished everyone a happy holiday season.

AIRPORT DIRECTOR'S REPORT –

- Enplaned passengers for November 2002 totaled 323,578 versus 309,558 for November 2001 for a 4.5% increase. Year-to-date 2002 enplaned passengers totaled 3,900,107 versus 4,482,525 for year-to-date 2001 for a 13.0% decrease.
- Deplaned passengers for November 2002 totaled 319,352 versus 302,662 for November 2001 for a 5.5% increase. Year-to-date 2002 deplaned passengers totaled 3,894,516 versus 4,481,616 for year-to-date 2001 for a 13.1% decrease.
- Enplaned air cargo for November 2002 totaled 8,205,473 pounds versus 8,907,995 pounds for

November 2001 for a 7.9% decrease. Year-to-date 2002 enplaned air cargo totaled 90,048,537 pounds versus 109,537,344 pounds for year-to-date 2001 for a 17.8% decrease.

- Deplaned air cargo for November 2002 totaled 9,969,496 pounds versus 10,288,649 pounds for November 2001 for a 3.1% decrease. Year-to-date 2002 deplaned air cargo totaled 113,105,431 pounds versus 116,205,190 pounds for year-to-date 2001 for a 2.7% decrease.
- Weekday scheduled flight departures for November 2002 totaled 215 versus 198 for November 2001 for an 8.6% increase.
- Aircraft operations for November 2002 totaled 19,097 versus 19,097 for November 2001. Year-to-date 2002 aircraft operations totaled 223,436 versus 255,912 for year-to-date 2001 for a 12.7% decrease.
- The number of vehicles exiting the terminal area public parking lots during November 2002 totaled 146,590 versus 148,007 for November 2001 for a 1.0% decrease. The year-to-date 2002 number of vehicles exiting the terminal area public parking lots totaled 1,787,791 versus 2,144,852 for year-to-date 2001 for a 16.7% decrease.
- The number of taxicab trips taken during November 2002 totaled 10,350 versus 11,551 during November 2001 for a 10.4% decrease. The year-to-date 2002 number of taxicab trips totaled 125,056 versus 123,855 for year-to-date 2001 for a 1.0% increase.
- Airline load factors for November ranged between 50-80%. Air carriers report very strong bookings for the upcoming holiday season. The peak travel days are expected to be December 20, 21, 22, 26 and 27.
- The TSA has acknowledged the need to expand its number of lanes at the security checkpoints in the terminals. Federal Security Director Ron Juhl has received preliminary approval to reconfigure the checkpoints to add one more lane to each (two lanes at the checkpoint in Terminal A). This work is likely to occur in the spring of 2003.
- The TSA has relaxed the 300-foot rule, and the Authority will resume full use of the hourly parking spaces in front of Terminals A and C as of December 20, 2002. This will be very helpful for dropping off and picking up travelers and for use by meters and greeters.
- The TSA has stated that machine-based screening of checked baggage will commence at RDU by December 31, thereby meeting the deadline imposed by the Congress. TIPS for Travelers will inform travelers of the new procedures to take place over the holiday period.
- By January 31, 2003, a boarding pass will be required in order to go through the security checkpoint.
- The Paradies Shops will open its new PGA Tour Shop in Terminal A on January 7th.
- *Dog Heroes* books were distributed to the members. RDU's explosive-detecting canine, Mighty

Mony, is featured in the book. The book covers many breeds of working and rescue dogs.

- The new taxicabs are being delivered today. The vehicles will be painted black with white lettering. The Taxicab Stand Manager system will become effective January 1, 2003.
- The I-40/Aviation Parkway interchange improvements will not be completed by year's end. Construction will continue into 2003.
- The Authority sold \$35,000,000 worth of Bond Anticipation Notes to Wachovia Bank on December 18, 2002 at an interest rate of 1.91%.
- Staff recently met with Anton Airfood's General Manager, Bob Boorum. His goals for 2003 include improving customer service, moving several concessions from the north concourse to the south concourse in Terminal C; changing some signing; and revamping some menus.
- The year 2003 will be very busy for the Authority. Many operational changes are set to take place, along with construction and the implementation of the parking pay-on-foot program. May 1st is the 60th anniversary of Raleigh-Durham International Airport. The unveiling of the Triangle ICON will occur on December 17th in conjunction with the 100th anniversary of the first powered flight.
- Airport Director Brantley wished everyone a joyous holiday season and a happy new year.

ADJOURNMENT - There being no further business, Chairman Gibbs adjourned the meeting.

Respectfully submitted,

J. Ray Sparrow, Secretary

CORRECT ATTEST:

Kenneth D. Gibbs, Sr., Chairman